

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		<b>1. CONTRACT ID CODE</b>	<b>PAGE OF PAGES</b> *
<b>2. AMENDMENT/MODIFICATION NO.</b> W601692A2/0001		<b>3. EFFECTIVE DATE</b> Nov. 6, 1996	<b>4. REQUISITION/PURCHASE REQ. NO.</b>
<b>5. PROJECT NO. (If applicable)</b>		<b>6. ISSUED BY</b> Environmental Protection Agency BID/PROPOSAL ROOM (3803F) 401 M Street, S.W. Washington, DC 20460	
<b>7. ADMINISTERED BY (If other than item 6) CODE</b>		<b>Not Applicable.</b>	
<b>8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)</b>  To All Offerors/Bidders.		<b>9A. AMENDMENT OF SOLICITATION NO.</b> W601692A2	<b>9B. DATED (SEE ITEM 11)</b> 10/11/96
<b>CODE</b>		<b>10A. MODIFICATION OF CONTRACT/ORDER NO.</b>	<b>10B. DATED (SEE ITEM 13)</b>
<b>FACILITY CODE</b>			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

<input checked="" type="checkbox"/>	<b>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority)</b> THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	<b>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</b>
	<b>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</b>
	<b>D. OTHER (Specify type of modification and authority)</b>

**E. IMPORTANT:** Contractor ☐ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**SEE ATTACHED PAGES**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

<b>15A. NAME AND TITLE OF SIGNER (Type or print)</b>		<b>16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)</b> R. STEVEN FRATE	
<b>15B. CONTRACTOR/OFFEROR</b>	<b>15C. DATE SIGNED</b>	<b>16B. UNITED STATES OF AMERICA</b>	<b>16C. DATE SIGNED</b>
 (Signature of person authorized to sign)		 (Signature of Contracting Officer)	

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PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 52.243

**AMENDMENTS TO THE SOLICITATION**

**NOTE: ITEMS IN BOLD FACE HAVE BEEN MODIFIED**

**1. On Page 1 of the Solicitation Block 5 DATE ISSUED should read October 11, 1996**

2. The clause B.3 entitled "OTHER DIRECT COSTS (EP 52.231-110) (APR 1984)" has been modified. The text is as follows:

The Government anticipates Other Direct Costs may be used for the following types of activities: travel, field investigations and laboratory analyses (not limited to collection and analyses of soil samples, surface and ground water samples, and air samples; remote sensing; archaeological and historical site evaluations; biological assessments). Any requirement for such field and laboratory investigation, evaluation and analyses will be determined on a project by project basis and will be described in full detail, including requirements for a Quality Assurance Project Plan, in the individual delivery orders.

Other direct costs in excess of the base amount are not allowable as a charge to this contract without the prior written approval of the Contracting Officer:

**FEE IS NOT ALLOWABLE ON OTHER DIRECT COSTS**

Period	Item	Base Amount
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BASE Period	ODC	TBD (see Section L.12)

3. The clause C.3 entitled "STATEMENT OF WORK--CONTRACT WHERE WORK IS ORDERED BY WORK ASSIGNMENTS OR DELIVERY ORDERS (EP 52.210-110) (APR 1984)" has been modified. The text is as follows:

The Contractor shall furnish the necessary personnel, material, equipment, services and facilities (except as otherwise specified), to perform the Statement of Work/Specifications included below.

The Contractor shall perform work under this contract only as directed in delivery orders issued by the Contracting Officer.

**A. Background Information and Overview of NEPA Programs**

Environmental review of major federal actions significantly affecting the quality of the environment is required by the National Environmental Policy Act of 1969 (NEPA). The Council on Environmental Quality (CEQ) established regulations for implementing NEPA in 40 CFR Part 1500. The Environmental Protection Agency (EPA) established regulations to govern its compliance with NEPA in 40 CFR Part 6. Section 102(2)(F) of NEPA requires that EPA and other agencies support programs of international cooperation to protect the environment. NEPA is properly read together with: (1) the legislation implementing the North American Free Trade Agreement (NAFTA), other international free trade agreements, and U.S. international treaties and commitments, including international environmental treaties and diplomatic

commitments; and (2) EPA's environmental laws providing explicit authority for EPA to cooperate with other agencies and to conduct education and training. These laws collectively authorize EPA's technical assistance and cooperative enforcement activities in the international arena. The Office of Federal Activities (OFA), within the Office of Enforcement and Compliance Assurance (OECA), and its regional counterparts are responsible for three NEPA-related programs.

(1) 309 Review Program : Under NEPA and Section 309 of the Clean Air Act, EPA reviews environmental impact statements (EISs) and other major actions proposed by other federal agencies. As a cooperating agency, EPA may also prepare environmental analyses for other federal agencies' EISs. OFA also administers the filing and information system for all federal environmental impact statements.

(2) NEPA Compliance Program : EPA must comply with NEPA and related laws, directives, and Executive Orders such as the Endangered Species Act and the National Historic Preservation Act which may require EPA to prepare an EIS or an environmental assessment (EA) for certain actions.

(3) International Enforcement, Compliance and EIA Programs : OFA is responsible for coordination of OECA's international enforcement, compliance, and environmental impact assessment (EIA) program activities.

Projects under any of these programs may require analysis of information regarding potential impacts including environmental, cultural, and public health impacts; development and analysis of options to avoid or minimize impacts; and development and analysis of measures to mitigate for adverse impacts. This contract is intended to provide technical and administrative assistance for activities in these three program areas, to OFA, OFA's ten (10) regional counterpart offices, and other EPA offices involved with these NEPA-related activities.

Areas of consideration under any delivery order(DO) may include natural resources and cultural, social and economic issues. Natural resource areas may include: water resources including ground and surface water hydrology, oceans and water quality; earth resources including soils, geology and topography; stratospheric ozone depleting substances, and climate change agents and mechanisms; sensitive resources including wetlands and floodplains; air resources including air quality, odor and noise; and biological resources including aquatic and terrestrial organisms; marine, brackish and fresh water systems; quality of fish and wildlife habitat; and vegetation evaluation.

Cultural resource, social and economic areas of consideration may include: public health including health effects, toxicology and risk assessment; archaeological, historical and cultural resources; sociological considerations including land use planning and productivity, urban quality, population projections, social patterns, community and public services, and aesthetics; and economic considerations including cost/benefit analyses, cost effectiveness evaluations, economic impacts, taxation, and user costs.

The types of projects that may be encountered may include: construction of publicly owned wastewater treatment and water supply facilities; discharges related to National Pollutant Discharge Elimination System (NPDES) permits particularly for new sources; effects of discharges on water bodies; waste

management activities including non-hazardous, hazardous, radioactive, and mixed wastes; major water resources projects including flood control and irrigation; noise impacts; hydropower licensing and relicensing; land management including grazing; forest management including raw and salvage timber sales; coastal zone management; transportation development including highways, airports and mass transit systems; chemical impacts on ecosystems such as pesticide management practices; and non-point source pollution. Other types of delivery orders may include tasks in support of development of international enforcement and environmental impact assessment capacity including training, voluntary compliance and outreach, and technical assistance to other nations in enforcement, compliance and NEPA-related areas.

The NEPA programs use the following statutes, regulations, Executive Orders, and references which may also be referenced for tasks under DOs.

1. National Environmental Policy Act (NEPA), 42 U.S.C 4321 et seq.;
2. CEQ regulations implementing NEPA, 40 CFR Part 1500;
3. EPA regulations implementing NEPA, 40 CFR Part 6;
4. Section 309 and/or other sections of the Clean Air Act;
5. Section 404 and/or other sections of the Clean water Act;
6. Section 102 and/or other sections of the Marine Protection, Research, and Sanctuaries Act;
7. National Historic Preservation Act;
8. Endangered Species Act;
9. EPA regulations on ocean dumping, 40 CFR Parts 220-228;
10. EPA regulations on disposal of dredged or fill material, 40 CFR Parts 230-231;
11. EPA regulations for the Municipal Wastewater Treatment Works Construction Grants Program, 40 CFR Part 35;
12. EPA regulations for Public Participation in programs under the Resource Conservation and Recovery Act, the Safe Drinking Water Act, and the Clean Water Act, 40 CFR Part 25;
13. Executive Order 11988 - Wetlands;
14. Executive Order 11990 - Floodplains;
15. Executive Order 12898 - Environmental Justice;
16. U.S. Army Corps of Engineers, Wetlands Delineation Manual, 1987;
17. U.S. Fish and Wildlife Service, Habitat Evaluation Procedures (HEP); and
18. U.S. Army Corps of Engineers, Hydrogeomorphic (HGM) Approach for Assessing Wetland Functions

#### B. Statement of Work

1. Statement of Purpose : The Contractor shall provide technical services to support EPA's domestic and international NEPA-related program responsibilities. For the 309 Review Program, support may include tasks such as evaluation of environmental impact statements (EISs), environmental assessments (EAs) and related technical documents, and preparation of technical reports in support of EPA's responsibilities as a Cooperating Agency. For the NEPA Compliance Program, support may include tasks such as preparation of EAs, EISs, and assessments relative to other environmental statutes and Executive Orders such as the Endangered Species Act, the National

Historic Preservation Act, and the Executive Order on Environmental Justice. For the International Enforcement, Compliance and EIA Programs, support may include tasks such as development of informational and technical training materials. For all program areas, technical support may also include development of technical guidelines, manuals and workbooks, and training facilitation for personnel with EPA, other federal agencies and foreign countries.

2. Statement of Tasks : No legal services shall be performed for the Government under this contract unless prior written approval of the Office of general Counsel (OGC) is received. The Contractor shall provide technical support services for NEPA-related programs in the following areas:

1. Preparation of assessments, studies and methodologies including but not limited to: EISs or portions thereof, EAs, documents addressing cross-cutting environmental statutes and Executive Orders (such as the Endangered Species Act, the National Historic Preservation Act, and the Executive Order on Environmental Justice), development of measures to avoid or minimize impacts and to mitigate for adverse impacts, summaries of public comments, and proposed responses to technical questions raised in public comments;
2. Evaluation of documents such as: EISs, EAs, environmental studies and assessments, environmental audits, license and permit applications, and environmental management plans prepared by other federal agencies or license or permit applicants;
3. Development of program and project planning and implementation documents such as plans of study, quality assurance project plans, literature searches, library compilations, methodologies, technical transfer documents, manuals and workbooks;
4. Preparation of statistical analyses and reports on such analyses for NEPA-related projects such as analyses associated with EIS preparation and review of EISs and related technical documents prepared by other agencies and license and permit applicants;
5. Evaluations, studies, methodologies and technical transfer activities related to enforcement, compliance and environmental impact assessment for NEPA-related projects in or associated with foreign countries;
6. Development of training materials and preparation of information documents for the NEPA-related programs in English and possibly foreign translations including audio-visual materials, summaries of technical meetings, technology transfer documents, manuals, and workbooks. No materials will be released prior to EPA's approval;
7. Facilitation of training courses and modules related to NEPA's requirements and procedures, EPA's compliance with other environmental statutes and Executive Orders, and enforcement, compliance and environmental impact assessment in foreign countries;

8. Preparations for and summaries of technical meetings and conferences, and public hearings and public information meetings including such activities as room logistics, attendee registration, minutes and summary of comments;
9. Data organization, analyses and preparation of technical and informational reports based on data and information from government and third party systems such as EPA's EIS filing and 309 review comment systems;
10. Preparation of statistical analyses and simulation models such as for groundwater or surface water flow regimes based on government and third party data and information;
11. Project file searches, document organization, copying, and summary preparation which may include but not be limited to preparation of files for project referrals to the Council on Environmental Quality, preparation of files for the Federal Records Center, responses to Federal agency requests for information, and responses to public information requests including Freedom of Information Act requests;
12. Preparation of plans of study and quality assurance project plans (see ATTACHMENT 1), and conduct and reports of field investigations and assessments which may include but not be limited to wetlands and floodplain determinations, and archaeological, cultural and historical resources determinations; and
13. Technical editing and preparation of draft and camera-ready copies of reports, technical-transfer and training materials; and language translation of documents, training and meeting materials.

#### DISCIPLINE DESCRIPTIONS

##### Professional Levels 4:

Senior Engineer such as Environmental, Sanitary, Chemical, Mining, **Delivery Order Manager**

Senior Scientist such as Environmental Scientist, Biologist, Aquatic Biologist, Ecologist, Geologist, Geohydrologist, Oceanographer, Meteorologist, Air Specialist, Archaeologist, Wetlands Scientist, Soil Scientist, Water Resources Scientist, Chemist, Sociologist, Toxicologist, Radiological Health Specialist, **Delivery Order Manager**

Senior Analyst/Planner such as Economist, Statistician, Programmer, Systems Analyst, Water Resources Specialist, Environmental Planner, Land Use Planner, **Delivery Order Manager**

##### Professional Levels 3:

Engineer such as Environmental, Sanitary, Chemical, Mining, **Delivery Order Manager**

Scientist such as Environmental Scientist, Biologist, Aquatic Biologist, Ecologist, Geologist, Geohydrologist, Oceanographer, Meteorologist, Air Specialist, Archaeologist, Wetlands Scientist, Soil Scientist, Water Resources Scientist, Chemist, Sociologist, Toxicologist, Radiological Health Specialist, **Delivery Order Manager**

Analyst/Planner such as Economist, Statistician, Programmer, Systems Analyst, Water Resources Specialist, Environmental Planner, Land Use Planner

Computer Specialist such as Programmer, Network/Web Specialist, Systems Analyst, **Delivery Order Manager**

Documents/Research Specialists such as Librarian, Editor, **Delivery Order Manager**

Professional Levels 2:

Engineer such as Environmental, Sanitary, Chemical, Mining

Scientist such as Environmental Scientist, Biologist, Aquatic Biologist, Ecologist, Geologist, Geohydrologist, Oceanographer, Meteorologist, Air Specialist, Archaeologist, Wetlands Scientist, Soil Scientist, Water Resources Scientist, Chemist, Sociologist, Toxicologist, Radiological Health Specialist

Analyst/Planner such as Economist, Statistician, Programmer, Systems Analyst, Water Resources Specialist, Environmental Planner, Land Use Planner

Computer Specialist such as Programmer, Network/Web Specialist, Systems Analyst

Documents/Research/Presentation Specialists such as Librarian, Editor, Graphics, Logistics

Professional Levels 1:

Engineer such as Environmental, Sanitary, Chemical, Mining

Scientist such as Environmental Scientist, Biologist, Aquatic Biologist, Ecologist, Geologist, Geohydrologist, Oceanographer, Meteorologist, Air Specialist, Archaeologist, Wetlands Scientist, Soil Scientist, Water Resources Scientist, Chemist, Sociologist, Toxicologist, Radiological Health Specialist

Analyst/Planner such as Economist, Statistician, Programmer, Systems Analyst, Water Resources Specialist, Environmental Planner, Land Use Planner

Computer Specialist such as Programmer, Network/Web Specialist, Systems Analyst

Documents/Research/Presentation Specialists such as Librarian, Editor, Graphics, Logistics

DEFINITIONS OF LABOR CLASSIFICATIONS

The following definitions of the labor classifications are the basis for this contract and the estimated costs herein.

(A) Professional

Level 4 - Oversees all aspects of work performed under the contract. Ensures that Delivery Orders (DOs) are assigned to appropriate project managers and staff, and that work is completed in accordance with the requirements of the contract and the respective DOs.

Typical Title: Project Manager

**Normal Qualifications: Masters Degree or equivalent (a Bachelor's degree plus two (2) additional years of work experience)**

Experience: 9 years or more

Level 4 - Plans, conducts and supervises projects of major significance, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. Supplies technical advice and counsel to other professionals. Generally operates with wide latitude for unreviewed action or decisions.

Typical Title: Delivery Order Manager, Senior Engineer, Senior Scientist, Senior Analyst/Planner

**Normal Qualifications: Masters Degree or equivalent (a Bachelor's degree plus two (2) additional years of work experience)**

Experience: 7 years or more

Level 3 - Plans, conducts and supervises assignments normally involving smaller, routine projects, or under general supervision of project manager, plans and conducts technical components of larger projects. Estimates and schedules work to meet completion dates. Directs assistants, reviews progress and evaluates results; makes changes in methods, design or equipment where necessary. Operates with some latitude for unreviewed action or decision.

Typical Title: Delivery Order Manager, Engineer, Scientist, Analyst/Planner, Computer Specialist, Documents/Research Specialist

**Normal Qualifications: Masters Degree or equivalent (a Bachelor's degree plus two (2) additional years of work experience)**

Experience: 5 years or more

Level 2 - Plans and conducts small, routine projects where minimal evaluation is required, or under supervision of a project manager or senior personnel, carries out assignments associated with larger, complex projects. Translates technical guidance received from supervisor into usable data applicable to the particular assignment; coordinates the activities of juniors or technicians. Work assignments are varied and require some originality and ingenuity.

Typical Title: Delivery Order Manager, Engineer, Scientist, Analyst/Planner, Computer Specialist, Documents/Research/Presentation Specialist

**Normal Qualifications: B.S. Degree or equivalent (four (4) additional years of work experience )**

Experience: 3 years or more



Level 1 - Lowest or entering classification. Works under close supervision of senior personnel or project manager. Gathers and correlates basic data and performs routine analyses. Works on less complicated assignments where little evaluation is required.

Typical Title: Engineer, Scientist, Analyst/Planner, Computer Specialist, Documents/Research/Presentation Specialist

**Normal Qualifications: B.S. Degree or equivalent (four (4) additional years of work experience)**

Experience: 0-3 years

(B) Technician

Level 3 - Performs non-routine and complex assignments. Works under the general supervision of a scientist or engineer. Performs experiments or tests which may require non-standard procedures and complex instrumentation. Records, computes and analyzes test data; prepares test reports. May supervise lower level technicians.

Typical Title: Senior Technician

Experience: 4 years or more

Level 2 - Performs assignments that are normally standardized. Operates testing or processing equipment of moderate complexity. May construct components or subassemblies of prototype models. May troubleshoot malfunctioning equipment and make simple repairs. Extracts and processes test data.

Typical Title: Technician

Experience: 2 years or more

Level 1 - Performs simple and routine tasks or tests under close supervision. Records test data and may prepare simple charts or graphs. Performs routine maintenance and may install or set up test equipment.

Typical Title: Junior Technician

Experience: 0-2 years

4. The clause J.1 entitled "LIST OF ATTACHMENTS (EP 52.252-100) (APR 1984)" has been modified. The text is as follows:

Number	Attachment Title
1	QUAILITY ASSURANCE PROJECT PLAN
2	<b>INSTRUCTIONS FOR EPA FORM 1900-68 --</b> <b>NOTICE OF CONTRACT COSTS SUSPENDED AND/OR DISALLOWED</b>
3	Client Authorization Letter
4	Past Perfromance Questionnaire

5. The clause L.12 entitled "EVALUATION OF OTHER DIRECT COSTS (EP 52.215-130) (APR 1984)" has been modified. The text is as follows:

The Government anticipates Other Direct Costs may be used for the following types of activities: travel, field investigations and laboratory analyses (not limited to collection and analyses of soil samples, surface and ground water samples, and air samples; remote sensing; archaeological and historical site evaluations; biological assessments). Any requirement for such field and laboratory investigation, evaluation and analyses will be determined on a project by project basis and will be described in full detail, including requirements for a Quality Assurance Project Plan, in the individual delivery orders. The Contractor shall identify unique Other Direct Costs.

**FEE IS NOT ALLOWABLE ON OTHER DIRECT COSTS**

For evaluation purposes, offerors shall propose the following amounts:

BASE Period

Cost Category	Base Amount
-----	-----
ODC OTHER	\$380,000

Option Period I

Cost Category	Base Amount
-----	-----
ODC OTHER	\$390,000

Option Period II

Cost Category	Base Amount
-----	-----
ODC OTHER	\$405,000

Option Period III

Cost Category	Base Amount
-----	-----
ODC OTHER	\$415,000

Option Period IV

Cost Category	Base Amount
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ODC OTHER	\$430,000